

2019 INTERNATIONAL YOUTH INTERNSHIP PROGRAM
LOCAL PARTNER: RIFT VALLEY TECHNICAL TRAINING INSTITUTE

59.	INTERNSHIP TITLE	
ALUMNI EVALUATION AND MONITORING OFFICER		
CANADIAN PARTNER		
Bow Valley College		
OVERSEAS HOST ORGANIZATION DESCRIPTION		
<p>Rift Valley Technical Training Institute (RVTTI)</p> <p>RVTTI is an East Africa Community centre of excellence in TVET and a UNEVOC network member, situated in Eldoret Kenya. Currently it has a student population of over five thousand with nine major departments and several support departments. It is an ISO 9001:2008 certified institution drawing students from across the east African nations.</p> <p>Vision</p> <p>To be an international centre of excellence in Technical Training and Research.</p> <p>Mission</p> <p>To train competent and innovative manpower in technical and vocational disciplines to meet the changing needs of industry and society.</p> <p>Objectives</p> <ul style="list-style-type: none"> • Provide training opportunities for school leavers; • Provide opportunities for lifelong learning; • Develop and encourage a culture of research, creativity and innovation among trainees and staff; • Improve institutional corporate governance image and management of institutional resources for operational efficiency and effectiveness; • Establish strategic collaborations and linkages with research institutions, industry and professional bodies both nationally and internationally; • Enhance integration of ICT in training and management. 		
PROJECT DESCRIPTION		
<p>Alumni office at RVTTI is newly created. Structures are being put in place to ensure alumni information including tracer studies are used to better the welfare of current students and improve course delivery with a view of improving employability of graduates. This project therefore involves strengthening the office, borrowing from best practices around the world, setting up a suitable system of alumni management service and information sharing. Currently only details of graduating students are captured. This needs to be improved to include analysis, follow up on employability status and feedback mechanism to improve service delivery.</p>		
HOST COUNTRY (STATE/PROVINCE, CITY)	RELATED THEMATIC PRIORITY SECTOR(S)	CROSSCUTTING THEME(S)
Kenya: Uasin Gishu County, Eldoret.	Safe and Secure Futures for Children and Youth	Gender Equality Governance

OVERSEAS JOB DESCRIPTION (ACTIVITIES & DELIVERABLES)

Reporting to the Head of the Department of E-learning and External Linkages and Alumni Office, the incumbent in this internship will:

- Support the new RVTTI Alumni Office in developing and implementing their alumni service delivery model.
- Focus on conducting tracer studies and interviews of previous year alumni in selected programs.
- Identify successes and obstacles to employment faced post-graduation of the program, and identify gender roles within the sectors.
- Analyse the contributing factors to post-graduate employment: including family support, program support, and issues presented by the local economy.
- Prepare recommendations based on tracer study results to improve graduate employment outcomes.

PREFERRED QUALIFICATIONS & PERSONAL SKILLS

- Minimum of a Diploma or Bachelors in Business, Social Work, Public Relations or relevant higher education and professional experience
- Specific Skills on student/community association or leadership, alumni management and or tracer studies will be desired/added advantage.

The preferred candidate will possess strong skills in the following areas:

- Communication skills (written and oral)
- Time management and organizational skills
- Capacity to self-motivate and demonstrate initiative with minimal guidance
- Independent problem solver
- Intercultural competencies